

SERIAL 05147 RFP FATHERING GROUP THERAPY SERVICES – MCSO

DATE OF LAST REVISION: January 03, 2006 CONTRACT END DATE: January 31, 2009

CONTRACT PERIOD THROUGH JANUARY 31, 2009

TO: All Departments

FROM: Department of Materials Management

SUBJECT: Contract for **FATHERING GROUP THERAPY SERVICES – MCSO (NIGP 94886)**

Attached to this letter is published an effective purchasing contract for products and/or services to be supplied to Maricopa County activities as awarded by Maricopa County on **January 12, 2006**.

All purchases of products and/or services listed on the attached pages of this letter are to be obtained from the vendor holding the contract. Individuals are responsible to the vendor for purchases made outside of contracts. The contract period is indicated above.

Wes Baysinger, Director
Materials Management

SF/ks
Attach

Copy to: Clerk of the Board
Amie Bristol, MCSO Procurement
Kathy Sicard, Materials Management

(Please remove Serial 00155-RFP from your contract notebooks)



CONTRACT PURSUANT TO RFP

SERIAL 05147 - RFP

This Contract is entered into this 5th day of January, 2006 by and between Maricopa County ("County"), a political subdivision of the State of Arizona, and SAGE Counseling, Inc., an Arizona corporation ("Contractor") for the purchase of fathering group therapy services.

1.0 TERM

- 1.1 This Contract is for a term of three (3) years, beginning on the 5th day of January, 2006 and ending the 31st day of January, 2009.
- 1.2 The County may, at its option and with the agreement of the Contractor, extend the period of this Contract for additional one (1) year terms up to a maximum of three (3) additional terms. The County shall notify the Contractor in writing of its intent to extend the Contract period at least thirty (30) calendar days prior to the expiration of the original contract period, or any additional term thereafter.

2.0 PAYMENT

- 2.1 As consideration for performance of the duties described herein, County shall pay Contractor the sum stated in Final Pricing, attached hereto and incorporated herein as Exhibit "A." Payment shall be made as set forth in the RFP and or the Best and Final Offer.
- 2.2 Payment under this Contract shall be made in the manner provided by law. Invoices shall be prepared and submitted in accordance with the instructions provided on the purchase order. Invoices shall contain the following information: purchase order number, item numbers, description of supplies and/or services, sizes quantities, unit prices, and extended totals and applicable sales/use tax. The County is not subject to excise tax.

3.0 DUTIES

- 3.1 The Contractor shall perform all duties stated in the Agreed Scope of Work, attached hereto and incorporated herein as Exhibit "B."
- 3.2 Contractor shall perform services at the location(s) and time(s) stated in Exhibit "B," or in the purchase order requesting such services.
- 3.3 During the Contract term, County shall provide Contractor's personnel with adequate workspace for consultants and such other related facilities as may be required by Contractor to carry out its contractual obligations.

4.0 TERMS & CONDITIONS

4.1 INDEMNIFICATION AND INSURANCE:

4.1.1 Indemnification.

To the fullest extent permitted by law, Contractor shall defend, indemnify, and hold harmless the County, its agents, representatives, officers, directors, officials, and employees from and against all claims, damages, losses and expenses, including but not limited to attorney fees and costs, relating to this Contract.

The amount and type of insurance coverage requirements set forth herein will in no way be construed as limiting the scope of the indemnity in this paragraph.

4.1.2 Abrogation of Arizona Revised Statutes Section 34-226:

In the event that A.R.S. § 34-226 shall be repealed or held unconstitutional or otherwise invalid by a court of competent jurisdiction, then to the fullest extent permitted by law, **CONTRACTOR** shall defend, indemnify and hold harmless **COUNTY**, its agents, representatives, officers, directors, officials and employees from and against all claims, damages, losses and expenses (including but not limited to attorney fees, court costs, and the cost of appellate proceedings), relating to, arising out of, or resulting from **CONTRACTOR'S** work or services. **CONTRACTOR'S** duty to defend, indemnify and hold harmless, **COUNTY**, its agents, representatives, officers, directors, officials and employees shall arise in connection with any claim, damage, loss or expense that is attributable to bodily injury, sickness, disease, death, injury to, impairment or destruction of property including loss of use resulting therefrom, caused in whole or in part by any act or omission of **CONTRACTOR**, anyone **CONTRACTOR** directly or indirectly employs or anyone for whose acts **CONTRACTOR** may be liable, regardless of whether it is caused in part by a party indemnified hereunder, including **COUNTY**.

The scope of this indemnification does not extend to the sole negligence of **COUNTY**.

4.1.3 Insurance Requirements.

CONTRACTOR, at **CONTRACTOR'S** own expense, shall purchase and maintain the herein stipulated minimum insurance from a company or companies duly licensed by the State of Arizona and possessing a current A.M. Best, Inc. rating of B++6. In lieu of State of Arizona licensing, the stipulated insurance may be purchased from a company or companies which are authorized to do business in the State of Arizona, provided that said insurance companies meet the approval of **COUNTY**. The form of any insurance policies and forms must be acceptable to **COUNTY**.

All insurance required herein shall be maintained in full force and effect until all work or service required to be performed under the terms of the Contract is satisfactorily completed and formally accepted. Failure to do so may, at the sole discretion of **COUNTY**, constitute a material breach of this Contract.

CONTRACTOR'S insurance shall be primary insurance as respects **COUNTY**, and any insurance or self-insurance maintained by **COUNTY** shall not contribute to it.

Any failure to comply with the claim reporting provisions of the insurance policies or any breach of an insurance policy warranty shall not affect coverage afforded under the insurance policies to protect **COUNTY**.

The insurance policies may provide coverage, which contains deductibles or self-insured retentions. Such deductible and/or self-insured retentions shall not be applicable with respect to the coverage provided to **COUNTY** under such policies. **CONTRACTOR** shall be solely responsible for the deductible and/or self-insured retention and **COUNTY**, at its option, may require **CONTRACTOR** to secure payment of such deductibles or self-insured retentions by a surety bond or an irrevocable and unconditional letter of credit.

COUNTY reserves the right to request and to receive, within 10 working days, certified copies of any or all of the herein required insurance policies and/or endorsements. **COUNTY** shall not be obligated, however, to review such policies and/or endorsements or to advise **CONTRACTOR** of any deficiencies in such policies and endorsements, and such receipt shall not relieve **CONTRACTOR** from, or be deemed a waiver of **COUNTY'S** right to insist on strict fulfillment of **CONTRACTOR'S** obligations under this Contract.

The insurance policies required by this Contract, except Workers' Compensation, shall name **COUNTY**, its agents, representatives, officers, directors, officials and employees as Additional Insureds.

The policies required hereunder, except Workers' Compensation, shall contain a waiver of transfer of rights of recovery (subrogation) against **COUNTY**, its agents, representatives, officers, directors, officials and employees for any claims arising out of **CONTRACTOR'S** work or service.

4.1.3.1 Commercial General Liability. **CONTRACTOR** shall maintain Commercial General Liability Insurance (CGL) and, if necessary, Commercial Umbrella Insurance with a limit of not less than \$1,000,000 for each occurrence with a \$2,000,000 Products/Completed Operations Aggregate and a \$2,000,000 General Aggregate Limit. The policy shall include coverage for bodily injury, broad form property damage, personal injury, products and completed operations and blanket contractual coverage including, but not limited to, the liability assumed under the indemnification provisions of this Contract which coverage will be at least as broad as Insurance Service Office, Inc. Policy Form CG 00 01 10 93 or any replacements thereof. There shall be no endorsement or modification of the CGL limiting the scope of coverage for liability arising from explosion, collapse, or underground property damage.

The policy shall contain a severability of interest provision, and shall not contain a sunset provision or commutation clause, or any provision which would serve to limit third party action over claims.

The CGL and the commercial umbrella coverage, if any, additional insured endorsement shall be at least as broad as the Insurance Service Office, Inc.'s Additional Insured, Form CG 20 10 10 01, and shall include coverage for **CONTRACTOR'S** operations and products.

4.1.3.2 Automobile Liability. **CONTRACTOR** shall maintain Automobile Liability Insurance and, if necessary, Commercial Umbrella Insurance with a combined single limit for bodily injury and property damage of no less than \$1,000,000, each occurrence, with respect to **CONTRACTOR'S** vehicles (including owned, hired, non-owned), assigned to or used in the performance of this Contract. If hazardous substances, materials, or wastes are to be transported, MCS 90 endorsement shall be included and \$5,000,000 per accident limits for bodily injury and property damage shall apply.

- 4.1.3.3 Workers' Compensation. **CONTRACTOR** shall carry Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of **CONTRACTOR'S** employees engaged in the performance of the work or services, as well as Employer's Liability insurance of not less than \$100,000 for each accident, \$100,000 disease for each employee, and \$500,000 disease policy limit.

CONTRACTOR waives all rights against **COUNTY** and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the Workers' Compensation and Employer's Liability or commercial umbrella liability insurance obtained by **CONTRACTOR** pursuant to this agreement.

In case any work is subcontracted, **CONTRACTOR** will require the Subcontractor to provide Workers' Compensation and Employer's Liability insurance to at least the same extent as required of **CONTRACTOR**.

4.1.4 Certificates of Insurance.

- 4.1.4.1 Prior to commencing work or services under this Contract, Contractor shall furnish the County with certificates of insurance, or formal endorsements as required by the Contract in the form provided by the County, issued by Contractor's insurer(s), as evidence that policies providing the required coverage, conditions and limits required by this Contract are in full force and effect. Such certificates shall identify this contract number and title.

In the event any insurance policy(ies) required by this contract is(are) written on a "claims made" basis, coverage shall extend for two years past completion and acceptance of **CONTRACTOR'S** work or services and as evidenced by annual Certificates of Insurance.

If a policy does expire during the life of the Contract, a renewal certificate must be sent to **COUNTY** fifteen (15) days prior to the expiration date.

4.1.4.2 Cancellation and Expiration Notice.

Insurance required herein shall not be permitted to expire, be canceled, or materially changed without thirty (30) days prior written notice to the County.

4.2 PROCUREMENT CARD ORDERING CAPABILITY:

It is the intent of Maricopa County to utilize the Bank of America MasterCard Procurement Card, or other procurement card that may be used by the County from time to time, to place and make payment for orders under the Contract.

4.3 NOTICES:

All notices given pursuant to the terms of this Contract shall be addressed to:

For County:

Maricopa County
Department of Materials Management
Attn: Director of Purchasing
320 West Lincoln Street
Phoenix, Arizona

For Contractor:

SAGE Counseling, Inc.
Stephen Grams
303 N. Centennial Way, Suite 250
Mesa, Arizona 85201

4.4 REQUIREMENTS CONTRACT:

Contractor signifies its understanding and agreement by signing this document, that this Contract is a requirements contract. This Contract does not guarantee any purchases will be made. Orders will only be placed when County identifies a need and issues a purchase order.

Contractor shall take no action under this Contract unless specifically requested by County, which shall submit a written purchase order to Contractor requesting that work be performed or product be delivered.

County reserves the right to cancel purchase orders within a reasonable period of time after issuance. Should a purchase order be canceled, the County agrees to reimburse the Contractor for actual and documented costs incurred by the Contractor pursuant to the purchase order. The County will not reimburse the Contractor for any costs incurred after receipt of cancellation, or for lost profits, or shipment of product or performance of services prior to issuance of a purchase order.

Contractor agrees to accept verbal cancellation of purchase orders.

4.5 ESCALATION:

Any requests for reasonable price adjustments must be submitted thirty (30) days prior to the Contract expiration date. Requests for adjustment in cost of labor and/or materials must be supported by appropriate documentation. If County agrees to the adjusted price terms, County shall issue written approval of the change. The reasonableness of the request will be determined by comparing the request with the Producer Price Index or by performing a market survey.

4.6 TERMINATION:

County may unconditionally terminate this Contract for convenience by providing thirty (30) calendar days advance notice to the Contractor.

County may terminate this Contract if Contractor fails to pay any charge when due or fails to perform or observe any other material term or condition of the Contract, and such failure continues for more than ten (10) days after receipt of written notice of such failure from County, or if Contractor becomes insolvent or generally fails to pay its debts as they mature.

4.7 STATUTORY RIGHT OF CANCELLATION FOR CONFLICT OF INTEREST:

Notice is given that pursuant to A.R.S. § 38-511 the County may cancel this Contract without penalty or further obligation within three years after execution of the contract, if any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of the County is at any time while the Contract or any extension of the Contract is in effect, an employee or agent of any other party to the Contract in any capacity or consultant to any other party of the Contract with respect to the subject matter of the Contract. Additionally, pursuant to A.R.S § 38-511 the County may recoup any fee or commission paid or due to any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of the County from any other party to the contract arising as the result of the Contract.

4.8 OFFSET FOR DAMAGES;

In addition to all other remedies at law or equity, the County may offset from any money due to the Contractor any amounts Contractor owes to the County for damages resulting from breach or deficiencies in performance under this contract.

4.9 ADDITIONS/DELETIONS OF SERVICE:

The County reserves the right to add and/or delete products and/or services provided under this Contract. If a requirement is deleted, payment to the Contractor will be reduced proportionately to the amount of service reduced in accordance with the proposal price. If additional services and/or products are required from this Contract, prices for such additions will be negotiated between the Contractor and the County.

4.10 SUBCONTRACTING:

The Contractor may not assign this Contract or subcontract to another party for performance of the terms and conditions hereof without the written consent of the County, which shall not be unreasonably withheld. All correspondence authorizing subcontracting must reference the Proposal Serial Number and identify the job project.

4.11 AMENDMENTS:

All amendments to this Contract must be in writing and signed by both parties.

4.12 RETENTION OF RECORDS:

The Contractor agrees to retain all financial books, records, and other documents relevant to this Contract for five (5) years after final payment or until after the resolution of any audit questions which could be more than five (5) years, whichever is longer. The County, Federal or State auditors and any other persons duly authorized by the Department shall have full access to, and the right to examine, copy and make use of, any and all said materials.

If the Contractor's books, records and other documents relevant to this Contract are not sufficient to support and document that requested services were provided, the Contractor shall reimburse Maricopa County for the services not so adequately supported and documented.

4.13 AUDIT DISALLOWANCES:

If at any time County determines that a cost for which payment has been made is a disallowed cost, such as overpayment, County shall notify the Contractor in writing of the disallowance. County shall also state the means of correction, which may be but shall not be limited to adjustment of any future claim submitted by the Contractor by the amount of the disallowance, or to require repayment of the disallowed amount by the Contractor.

4.14 VALIDITY:

The invalidity, in whole or in part, of any provision of the Contract shall not void or affect the validity of any other provision of this Contract.

4.15 RIGHTS IN DATA:

The County shall have the use of data and reports resulting from this Contract without additional cost or other restriction except as provided by law. Each party shall supply to the other party, upon request, any available information that is relevant to this Contract and to the performance hereunder.

4.16 INTEGRATION

This Contract represents the entire and integrated agreement between the parties and supersedes all prior negotiations, proposals, communications, understandings, representations, or agreements, whether oral or written, express or implied.

IN WITNESS WHEREOF, this Contract is executed on the date set forth above.

CONTRACTOR

AUTHORIZED SIGNATURE

PRINTED NAME AND TITLE

ADDRESS

DATE

MARICOPA COUNTY

BY: _____
DIRECTOR, MATERIALS MANAGEMENT

DATE

BY: _____
CHAIRMAN, BOARD OF SUPERVISORS

DATE

ATTESTED:

CLERK OF THE BOARD

DATE

APPROVED AS TO FORM:

DEPUTY MARICOPA COUNTY ATTORNEY

DATE

EXHIBIT A

PRICING

SERIAL 05147-RFP
PRICING SHEET S083204/B0604649 (NIGP 94886)

BIDDER NAME: **SAGE Counseling , Inc.**
F.I.D./VENDOR #: **W000001970**
BIDDER ADDRESS: **303 N. Centennial Way Suite 250, Mesa, AZ 85201**
BIDDER PHONE #: **(480) 649-3352**
BIDDER FAX #: **(480) 649-3358**
COMPANY WEB SITE: www.sagecounseling.net
COMPANY CONTACT (REP): **Stephen Grams**
E-MAIL ADDRESS (REP): info@sagecounseling.net

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: ☒ YES ☐ NO

ACCEPT PROCUREMENT CARD: ☐ YES ☒ NO

REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD: ☐ YES ☒ NO ☐ % REBATE
(Payment shall be made within 48 hrs utilizing the Purchasing Card)

INTERNET ORDERING CAPABILITY: ☒ YES ☐ NO ☐ 0 % DISCOUNT

OTHER GOV'T AGENCIES MAY USE THIS CONTRACT: ☒ YES ☐ NO

PAYMENT TERMS: BIDDER IS REQUIRED TO SELECT ONE OF THE FOLLOWING. TERMS WILL BE CONSIDERED IN DETERMINING LOW BID. FAILURE TO CHOOSE A TERM WILL RESULT IN A DEFAULT TO NET 30. BIDDER MUST INITIAL THE SELECTION BELOW.

NET 10 _____
NET 15 _____
NET 20 _____
NET 30 ☒ _____
NET 45 _____
NET 60 _____
NET 90 _____
2% 10 DAYS NET 30 _____
1% 10 DAYS NET 30 _____
2% 30 DAYS NET 31 _____
1% 30 DAYS NET 31 _____
5% 30 DAYS NET 31 _____

INDICATE PERCENTAGE OF M/WBE PARTICIPATION IF ANY HERE: 0 %

PLEASE INDICATE HOW YOU HEARD ABOUT THIS SOLICITATION:

NEWSPAPER ADVERTISEMENT
MARICOPA COUNTY WEB SITE
☒ PRE-SOLICITATION NOTICE
OTHER (PLEASE SPECIFY)

EXHIBIT A

PRICING

1.0 PRICING:

| <u>ITEM DESCRIPTION</u> | <u>FEE/RATE PER SESSION</u> |
|---|-----------------------------|
| 1.2 FATHERING GROUP THERAPY SERVICES IN ACCORDANCE WITH VENDOR'S PROPOSAL/STATEMENT OF WORK PER EACH TWO (2) HOUR SESSION | \$200.00 |

EXHIBIT B

SCOPE OF WORK

INTRODUCTION AND SUMMARY:

SAGE COUNSELING was designed and developed specifically to provide services to the criminal justice system and court-involved clients. The agency was formed in 1998, and is owned and managed by counselors and social service professionals. Almost all of our clients are under court supervision (primarily the Maricopa County Superior Court or the Maricopa County Sheriff's Office—MCSO) or referred by Child Protective Services. We utilize Best Practices in our programs and are committed to continual improvement in order to realize better outcomes with our clients and customers.

Currently, **SAGE** has multiple contracts with MCSO (5), the Maricopa County Adult Probation Department (MCAPD), the Maricopa County Pre-Trial Service Agency (PSA), the Arizona Department of Juvenile Corrections, and the Arizona Department of Economic Security. At this time, we provide several gender specific groups for criminal offenders, as well as Spanish-only speaking groups. We provide services in a variety of settings, including MCSO's jail system, ten different outpatient locations, and clients' homes.

The treatment approach and methodology of **SAGE COUNSELING** emphasizes skill building, cognitive restructuring, and presenting realistic opportunities for change. We continually work to increase clients' honest self-awareness, personal accountability, social responsibility, self-efficacy, and their commitment to change. We primarily use cognitive-behavioral interventions couched within a psychoeducational treatment orientation. Our cognitive-behavioral approach is based in the principle that thinking drives behavior; in order to change problematic behavior, clients need to change their thinking and underlying beliefs.

As is recommended by the leaders in the field of offender treatment, our programs are focused and structured, utilize multiple treatment components and methodologies, are curriculum-based, and emphasize specific skill development. We target functional treatment goals such as: positive alternatives to aggression, social skill development, recovery from substance abuse, proactively responding to high-risk situations, obtaining and maintaining employment, developing and maintaining healthy relationships, and pro-social behavior.

Increasing offenders' motivation and skills for parenting serves both the defendants/clients and the community in a number of ways. Promoting positive fathering helps increase clients' self-efficacy in general, helps fathers serve as better role models for their children and others, reduces recidivism into criminal behavior (both for fathers and their children), and generally improves their quality of life.

In all of the group sessions and curriculum material, the issue of fathering will be couched within the realities of men who are involved with the criminal justice system and are currently incarcerated. The basic components of **SAGE's** program are grounded in increasing men's self-awareness, accountability, and skill development concerning the following core components of fathering:

1. Protecting and Providing
2. Facing Your Fears: Performance Issues, Failure, Confusion
3. Being Encouraging and Supportive
4. Realizing How Incarceration Affects Families
5. Being Courageous & Trustworthy
6. Your Children's Responses to Your Incarceration
7. Responsibilities of an Inmate Father

8. Communication Skills
9. Childhood Developmental Stages
10. Manhood and Honoring Male Compassion and Connection
11. Developing Flexibility
12. Administering Discipline
13. Understanding and Honoring Boundaries and Personal Limits
14. Facing Yourself and Your Own Fathering

2.0 **SCOPE OF WORK:**

2.1 Minimum Qualifications: 2.1.1 through 2.1.5:

2.1.1 and 2.1.2 *SAGE COUNSELING'S* facilitators who would provide direct services under this contract will possess a master's degree in a human services field and be state licensed or eligible for licensure.

2.1.3 Our facilitators will have a minimum of two years or 2000 hours experience in education or counseling related to the services required in this contract. They will either have experience in developing, coordinating, and facilitating fathering programs in a jail setting for incarcerated fathers or be supervised by a counselor who has jail counseling experience. The facilitators will also be experienced in providing anger management, stress management, and impulse control therapy and facilitating educational/didactic groups for criminal offenders in a secure facility.

2.1.4 *SAGE Counseling* has extensive experience providing treatment services for incarcerated offenders as well as similar counseling programs. Our related experience includes:

- Parenting Groups on an out-patient basis;
- Parent Training to CPS-referred families in their homes;
- Gender specific Domestic Violence Offender Treatment for adult male criminal offenders in an out-patient setting;
- Domestic Violence Offender Treatment to adult criminal offenders whose victims are their children;
- Anger Management Treatment for male criminal offenders in an out-patient setting;
- Gender specific Domestic Violence Offender Treatment to incarcerated men; and
- Gender specific Anger Management to incarcerated men.

Our facilitators for this program will either have a minimum of six months of providing similar programming for incarcerated men, or will be trained and supervised by a counselor with jail experience.

2.1.5 *SAGE COUNSELING* is licensed by the Arizona Department of Health Services, Office of Behavioral Health Licensing, as an Outpatient Clinic: BH-2139. (Please see Other Data for a copy of our license.)

SAGE currently provides cognitive-behaviorally based programming for MCSO for various inmate populations. We have several counselors on staff who have extensive training and experience in providing counseling for criminal offenders, both in incarcerated settings and in the community. This is the primary focus and work of our agency.

2.2 Credentials Verification: 2.2.1 through 2.2.5:

2.2.1 We have included a spreadsheet of our management staff and the personnel that would be providing direct services for this contract in section 3.12.5 Qualifications, Tab #5, as well as those staff members' resumes, college diplomas, and copies of professional licenses.

2.2.2 and 2.2.3 As we have done in the past, we agree to comply fully with all of the requirements regarding background checks and security clearances as outlined in these sections of the RFP, including submitting signed background check release forms and attending MCSO's security classes. We agree that employees of *SAGE* will not have contact with inmates or their records unless and until they have been cleared by MCSO for such contact. We also acknowledge that the time spent by staff for this process is not compensable by MCSO.

2.2.4 We acknowledge that the decisions of MCSO concerning the eligibility of our employees to have contact with inmates are final and not appealable.

2.2.5 We agree to provide notification to MCSO of any material changes to our personnel and program content related to this contract. This notification and receipt of MCSO's approval will be made in advance of these changes being made whenever possible. Notification of staff changes will be made within 48 hours of predicted or actualized changes.

2.3 Parameters: 2.3.1 through 2.3.5:

2.3.1 and 2.3.2 We understand that adult males that are incarcerated fathers who volunteer for this Fathering Program may be referred from the MCSO Custody Support Division for this program.

2.3.3 We will utilize a curriculum for a 2-hour a week program and our curriculum may be developed in an experiential format. We can facilitate groups in either an open or closed structure, with varied treatment intensity and duration, depending on the needs of MCSO staff.

2.3.4 Our curriculum topics will include, but not be limited to Manhood, Corporal Punishment Alternatives, Childhood Development Stages, Relationship Boundaries, and Communication Skills. Please see Section 3.12.3 Introduction and Summary for additional curriculum topics.

2.3.5 We will develop and administer pre- and post-tests (and/or other evaluation procedures) to be administered in the manner directed by MCSO staff.

2.4 Services: 2.4.1 through 2.4.6:

2.4.1 *SAGE Counseling* will provide a program that includes methods to:

- conduct pre- and post-measures of fathering knowledge and skills;
- provide insight into current and generational fathering practices,
- present anger management and stress management strategies to challenge current thinking and behavior; and
- assist in developing the inmate's ambivalence and discrepancies regarding change factors; and

- teach skills enhance self-efficacy necessary to make initial commitments to change and control behaviors within complex family relationships.

In all our programming and services, our overall goals include challenging clients to identify their personal resistances and barriers to change, and teaching key skills in order to reduce criminal thinking, criminal behavior, and recidivism. In addition to those listed above, these key skills include assertiveness, experiencing empathy, accepting responsibility, communicating effectively, relationship enhancement, problem solving, decision-making, using positive self-talk, and various skills for avoiding problematic behavior.

Our treatment is designed to encourage and assist clients to replace maladaptive behavior with more adaptive, pro-social thinking and behavior. This occurs most quickly when clients are able to:

- Experience ambivalence about their past problematic behavior;
- Increase their awareness and acceptance of the long-term risks and negative consequences of continuing their past problematic coping strategies and behaviors;
- Increase their self-awareness about the linkages between their thinking, feeling, and behavior;
- Learn about their own automatic thinking, thinking errors, permissions-giving attitudes, and other maladaptive beliefs;
- Improve their understanding of their personal barriers to change;
- Improve their understanding of the process, principles, and techniques of change;
- Practice alternative, effective coping behaviors in a supportive, prosocial environment that holds them accountable and rewards honest, responsible choices.

2.4.2 *SAGE* will report objective evaluation summations to the assigned MCSO Program Coordinator in order to improve the curriculum and program delivery methodology to better meet the needs of the clients.

2.4.3 We will aid clients in being good fathers, reducing recidivism, and reducing generational incarceration by teaching them how to:

- accept the responsibilities of fathering;
- set appropriate boundaries and discipline;
- control anger and stress;
- build positive family relationships in complex situations;
- discontinue anti-social behavior, including domestic violence; and
- make positive, responsible choices.

The above-referenced components and goals of our program will be addressed through the following topics and skills training:

General Parenting Skills:

- Basic Child Development Stages
- Observing Your Child
- Listening and Communication
- Positive Guidance
- Avoiding Power Struggles

Alternatives to Physical Punishment

- The Difference Between Discipline & Punishment
- Setting Appropriate Limits and Making Rules
- Ignoring Problem Behavior
- Removing Rewards
- Using a Time-Out
- Learning Reinforcement Principles
- Logical Consequences and Applying Penalties
- Use of Praise and Rewards
- Encouraging Appropriate Behavior

General Skill Development

- Anger Management/Using Time-Outs for Oneself
- Stress Management Skills
- Impulse Control
- Communication Skills

Manhood/What Does It Mean To Be a Man?

- Social Pressures to Conform
- Costs & Benefits of Traditional Gender Roles
- Problems Created By Cultural Myths of Male Superiority.

Step-Fathering

- Challenging Faulty Expectations & Preparing for Crises
- Discipline Issues
- Recommendations for Step-Dads

Custody Issues & Legal Arrangements

- Child Support
- Visitation Patterns and Problems
- New Relationships & Visitation

Additional goals of the program to those outlined above include:

- ending the use of control, abuse, and violence in clients' lives;
- teaching the clients to change their beliefs and attitudes regarding, entitlement, control/abuse, gender roles, and socially sanctioned male dominance;
- increasing self-awareness and emotional literacy;
- increasing their understanding of the negative effects of abuse on partners, children, and the community;
- taking responsibility for one's behavior;
- increasing key skills, e.g., setting healthy boundaries, conflict resolution, anger management, impulse control, assertiveness, coping, communication, etc.;

2.4.4 *SAGE Counseling* agrees to make recommendations for program content medication based on final evaluations to the MCSO Program Coordinator supervising the program.

2.4.5 *SAGE's* programming emphasizes having clients take personal responsibility for changing their destructive and antisocial behavior through identifying the attitudinal, physical, psychological, and intellectual factors that contribute to their criminal thinking and resistance to change. Clients' self-determination, empowerment, personal choice, and growing self-efficacy are always emphasized in our clinical and educational interventions.

Effective counseling with criminal offenders must find ways to maintain the delicate balance between, on the one hand holding them accountable and challenging them about their problematic attitudes and destructive behavior, and on the other hand, engaging them collaboratively to promote positive change. Part of this process is to avoid power struggles that almost inevitably result from a stance of aggressively “confronting the client’s denial.” Our programming has the underlying goal of evoking and fostering clients’ ambivalence about their problematic behavior in order to identify and overcome barriers to change.

- 2.4.6 Our groups may include curriculum-based homework that can be used for assessing clients’ progress. We acknowledge that MCSO and pre-sentence assessments will determine which clients are referred for the program. We will work closely with MCSO Custody Support Division personnel to ensure that our programming is aligned with, and supportive of, their overall goals.

2.5 Administrative Services: 2.5.1 through 2.5.4:

SAGE COUNSELING will provide MCSO staff with the following requested material:

- 2.5.1 Accurate attendance records with notification of any absences or refusal of services the day after each scheduled group;
- 2.5.2 Written progress reports that document client attendance, homework completion, client attitudes, general progress in treatment, and treatment recommendations according to MCSO’s requirements and due within 5 working days of the completion of the reporting period); and
- 2.5.3 Statistical reports as defined by MCSO personnel, and attendance at meetings with MCSO in order to collaborate on clients’ treatment.
- 2.5.4 *SAGE* agrees to notify MCSO staff prior to discharging any client from treatment, except for situations in which the client’s behavior jeopardizes the safety or well being of the client or anyone else. If a client is terminated from one of our programs, we will submit a written report to the appropriate MCSO personnel with 24 hours of the dismissal.

2.6 Administrative Information: 2.6.1 through 2.6.4:

- 2.6.1 *SAGE COUNSELING* will provide the services requested in this RFP in any and all of MCSO’s jail facilities (current or future), as requested.
- 2.6.2 *SAGE* acknowledges that these services will be provided on a cost per group basis. (Please see Attachment A Pricing, Tab #8 for our specific fixed rate). We acknowledge that rates for group sessions that exceed \$200 will not be considered and that group preparation, supplementary individual counseling, and documentation time are considered inclusive of the group rate.
- 2.6.3 We will also prepare, update, and report to MCSO staff the outcomes related to clients’ individualized treatment plans.
- 2.6.4 We acknowledge that the County may opt to recommend multiple contract awards.

2.7 Usage Report:

We agree to provide a quarterly usage report that delineates the activity governed by this contract. The format of this report will be approved by the County, and it will indicate the quantity and dollar amount of each contract unit provided by *SAGE*.

2.8 Facilities:

We agree to utilize the workspace provided the County.

2.9 Tax:

We acknowledge that no tax shall be levied against labor and that our proposed price includes any potential taxes.

2.10 Delivery:

We acknowledge that it is **SAGE's** responsibility to meet these proposed service delivery requirements, and that the County reserves the right to obtain services on the open market (with potential price differentials being charged to **SAGE**) in the event that we fail to make service delivery.

SAGE COUNSELING, INC., 303 N CENTENNIAL WAY #250, MESA, AZ 85201

PRICING SHEET S083204/B0604649/NIGP 94886

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: ☒ YES ☐ NO

WILL YOUR FIRM ACCEPT A PROCUREMENT CARD FOR INVOICE PAYMENT? ☐ YES ☐ NO ☒ NO

IF YES, MAY THE COUNTY TAKE ADVANTAGE OF DISCOUNTS OFFERED BY YOUR FIRM IN THIS
BID/RFP WHEN PAYING WITH A PROCUREMENT CARD? ☐ YES ☒ NO

INTERNET ORDERING CAPABILITY: ☒ YES ☐ NO ☐ % DISCOUNT

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: ☒ YES ☐ NO

| | |
|-------------------|--|
| Terms: | Net 30 |
| Vendor Number: | W000001970 X |
| Telephone Number: | 480-649-3352 |
| Fax Number: | 480-649-3358 |
| Contact Person: | Stephen Grams |
| E-mail Address: | info@sagecounseling.net |
| Company Web Site: | www.sagecounseling.net |
| Contract Period: | To cover the period ending January 31, 2009. |